

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

**CODE: EGAB**

**INSPECTION AND COPYING OF PUBLIC RECORDS**

Pursuant to the provisions of W.S. §16-4-201, et seq., the School District will open for inspection by any person at reasonable times, except as provided by the Wyoming Public Records Act, or otherwise provided by law, all public records maintained by the School District. In all cases in which the person has the right to inspect and request copy of any public records, the District will furnish such copies for a reasonable fee to be charged as follows:

1. The actual cost to the District for the time of district personnel involved to gather and/or copy such records; and
2. The cost of each black and white page copied shall be \$0.10 per page. A page represents a single side of each page copied.
3. For requests of a significant number of multiple copies, the district may estimate the cost of such copies and may require an advance payment. Any excess payment shall be refunded and any underpayment shall be collected prior to distribution of the copies.

Adopted: 2/21/2012